

**MINUTES OF THE BOARD MEETING  
OF THE BRISTOL COUNTY WATER AUTHORITY**

**Monday, September 28, 2015  
450 Child Street, Boardroom, Warren, RI**

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Pursuant to proper notice, the Board Meeting of the Bristol County Water Authority was called to order by Chairman Klepper at 6:00 pm, 450 Child Street, Boardroom, Warren, Rhode Island.

Executive Director Pamela Marchand, Legal Counsel Joseph Keough and the following Directors were in attendance at the commencement of the meeting:

William Gosselin, Joel Hellmann, John Jannitto, Allan Klepper, Bradford Louison, Georgina Macdonald, Raymond Palmieri, Sr., Frank Sylvia

Directors Absent: Paul Bishop

**1. Public Input**

There was no public input.

**2. Pension Report – Robert Bostian**

Robert Bostian – Annual Actuarial Report – BCWA invested aggressively last year in the Plan. The Board has done a good job in funding the Pension Plan, which is funded at 81%. BCWA contributed 7.5% last year toward the pension fund. The net pension liability for the year was \$1.166 million. Chairman Klepper asked that the Finance Committee meet to discuss pension report.

Chairman thanked Mr. Bostian for his report.

**3. Concern for Silt in Kickemuit River – Ann Morrill, Delegate from Laurel Park Improvement Association**

Ann Morrill read an article concerning the Water Company in 1967. Ms. Morrill asked that BCWA remove the silt that is entering the Kickemuit River. She also stated a grant had been available, deadline was 9/23/15, to clean silt in the Kickemuit River. Executive Director P. Marchand stated the silt was an issue back in the 1960's before the BCWA and that research must be done before we can apply for a grant.

Director Sylvia asked Legal Counsel J. Keough to address all of his concerns with this matter in writing and for the Executive Director to forward the information to Ann Morrill.

**4. Minutes**

Director Macdonald made the following motion seconded by Director Hellmann

**MOTION: To approve the minutes of the 8/26/15 Board Meeting, 9/15/15 Special Meeting and 9/15/15 Special Meeting with Legislators.**

Discussion – Are Directors allowed to approve minutes if they were not present at the meeting? Chairman Klepper stated he had received legal opinion in the past stating Directors could approve minutes if they were not present at a meeting.

**Director Macdonald amended her motion, seconded by Director Hellmann**

**AMENDED MOTION: To approve the minutes for the 8/26/15 Board Meeting.**

**Motion passed unanimously.**

Director Macdonald made the following motion seconded by Director Gosselin

**Motion: To approve the minutes of the 9/15/15 Special Meeting**

**Motion passed with 5 Ayes, 3 Directors abstaining.**

**Voting Aye Chairman Klepper, Directors Gosselin, Macdonald, Louison and Hellmann.**

**Abstaining Directors Jannitto, Palmieri and Sylvia.**

Director Macdonald made the following motion seconded by Director Gosselin

**Motion: To approve the minutes of the 9/15/15 Special Meeting – with Legislators**

Director Hellmann asked that he be added to the minutes as being present at the Special Meeting.

**Motion failed 4 – 4. Voting Aye Chairman Klepper, Directors Hellmann, Louison and Gosselin.**

**Abstaining Directors Director Macdonald, Palmieri, Jannitto and Sylvia.**

Director Macdonald stated that this was an informational meeting, there was no quorum.

Director Hellmann made the following motion seconded by Director Gosselin

**MOTION: Accept the report of the informational meeting.**

**Motion passed 7 – 1. Director Sylvia was not present at the time of the vote.**

## **5. Executive Directors Report**

Legal Counsel J. Keough - PUC granted Providence Water's request to fund the central operations facility. PUC did not rule on whether Providence Water would pay the city taxes. BCWA was the only utility to raise any of these issues. Tax payments to the city could reach close to \$1 million per year, this may have an impact on BCWA's rate payers. Providence Water also intended to pass on to its wholesale customer future costs of this facility's operations' and maintenance costs. Legal Counsel J. Keough stated that Providence water will be filing a wholesale rate increase in January.

Chairman Klepper attended a meeting with the Executive Director P. Marchand and the Director of Administration, Michael DiBiase. Mr. DiBiase was apprised of BCWA's desire to modify the state law requiring maintenance of the Mass. pipelines and upgrading of the WTP, as well as the pending overdue reimbursement of \$762,000 expended on these facilities. This might be in conjunction with a bond to do infrastructure work.

Engineering Project Manager S. Rabideau updated the Board on her presentation to the Warren Town Council to discuss the water main project on Water Street, Warren.

Director Sylvia asked that S. Rabideau write minutes of her meetings with the town councils and contractors.

S. Rabideau also asked the Board to revive the poster contest to promote tap water usage.

Chairman Klepper asked for this item to be placed on the agenda for October.

Director Jannitto stated that the Warren Little League matter has been resolved.

## **6. Tri-Town Endorsement and RIWRB Meeting**

Chairman Klepper stated that he went to a RIWRB meeting with Executive Director P. Marchand and the Chairman informed RIWRB BCWA had received the endorsement of the three towns for Phase 1 Project. Also the Chairman asked for \$3 million for the project stating that East Providence was not on board at this time but may be in the future.

## **7. Financial Report**

Finance Manager stated that a complete report will be available for the October meeting.

## **8. Bid Awards – Replacement Windows for Administration Building**

Director Sylvia made the following motion seconded by director Hellmann

**MOTION: To award the contract Bristol Aluminum to install 14 windows for \$1,349.00 per window, for a total of \$18,886.00.**

**Motion passed unanimously.**

Bid Awards – Janitorial Services

Director Sylvia made the following motion seconded by Director Hellmann

**MOTION: To award Jani King of Rhode Island at a cost of \$1,072.00 per month.**

Director Jannitto stated that the current company East Coast Cleaning has been doing a good job. And they are from Bristol County.

Director Jannitto made the following motion seconded by Director Louison

**MOTION: To award East Coast Cleaning, Inc at a price of \$1,360.00 per month.**

Director Macdonald stated that she could not support paying 25% more just because this is a Bristol County firm.

**Motion failed 2 – 6. Voting Aye Directors Jannitto and Louison. Voting Nay Chairman Klepper, Directors Gosselin, Macdonald, Hellmann, Palmieri and Sylvia.**

**Vote on the 1<sup>st</sup> motion passed unanimously.**

## **9. SCADA Presentation**

Executive Director P. Marchand – SCADA is Supervisory Control and Data Acquisition, this program allows BCWA to go online to see pressure throughout the system, tank levels and other information, electronically.

Brian Sousa – Operations Foreman – Facilities

B. Sousa presented a history of how data was collected and compiled by hand. SCADA monitors tank levels, pressure, and chemical mix. Reports can be obtained electronically on an hourly, weekly, monthly basis etc. SCADA is now being used throughout larger water systems.

## **10. Consideration of Moving to Monthly Reading/Billing**

Director Macdonald suggested emailing monthly bills instead of mailing them, email addresses should be collected from all customers. Customer Service Manager J. Granata stated that 3 – 4% of customers pay their bills online. Some of our customers wish to receive their bills electronically but also want to be sent a hard copy.

Director Macdonald would like a written policy that all new customers would receive electronic bills unless they specifically ask for a written bill. Also add information to our bills on setting up an online account to receive electronic bills.

Chairman Klepper asked for the timeframe of replacing 6,000 meters. Executive Director P. Marchand stated that 3,600 of the meters are being replaced now and the remaining 2,400 meters will be replaced when BCWA goes out for the next bond.

#### **11. New Checking Account – J. Keough**

Finance Manager M. Champagne stated that BCWA needs a new checking account to issue refund checks off the GL System. Legal Counsel J. Keough stated a bank should first be chosen, details must be confirmed, and a resolution will be written and approved by the Board.

Item to remain on the agenda.

#### **12. Town of Warren Paving Ordinance**

Executive Director P. Marchand stated that Warren has passed a paving ordinance which will double our paving cost.

Chairman Klepper stated that paving ordinances have been an issue in the past. It should be the same ordinance for all 3 towns. We should ask Warren to adopt the same procedure as Bristol and Barrington or we will stop work in Warren.

Director Sylvia asked that Warren be asked to reconsider their policy.

#### **13. Board Meeting – Date Change – Director Macdonald**

Director Macdonald requested that meetings be changed to Monday nights.

Chairman Klepper agreed and Monday meetings will start in November.

#### **14. Personnel Issue – Vehicle Tax – Executive Director**

Chairman Klepper stated the Executive Director's contract includes use of a company car. The Executive Director's salary is grossed up to cover payment of - personal vehicle use tax.

#### **15. Board Correspondence**

Legal Counsel J. Keough – Assessment for new water services – BCWA should not be involved in this process. The Town of Bristol would have a greater authority over their property owners to connect to water mains.

#### **16. Executive Session – Union Negotiations RIGL 42-46.5(2)**

Chairman Klepper stated the Board will return to open session to close the meeting.

Director Hellmann made the following motion seconded by Director Palmieri

**MOTION: To go into Executive Session under RIGL 42-46.5(2) for Union Negotiations.**

**Motion passed unanimously.**

The board entered Executive Session at 8:25 pm

Director Gosselin left the meeting at 8:25 pm.

The Board returned to open session at 9:11 pm.

Director Hellmann made the following motion seconded by Director Macdonald

**MOTION: To seal the Executive Session minutes.**

**Motion passed unanimously.**

There being no further business, the meeting was adjourned.

Director Hellmann made the following motion seconded by Director Macdonald

**MOTION: To adjourn the meeting.**

**Motion passed unanimously.**

The meeting was adjourned at 9:11 pm.

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Raymond Palmieri, Sr.  
Secretary